



Lisette Estrella-Henderson, Superintendent of Schools
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2023-2024 Payroll Dates

Timesheet Period Worked	Timesheet Due by 5:00 PM	Pay Date	Pay Type(s)
June 1 - June 30, 2023	6/30/2023	7/20/2023	Timesheets from Prior Fiscal Year (June 2023)
		7/28/2023	<i>Summer Arrears 2022-23 Payment 11-month and 12A employees (No gross earnings or deductions)</i>
		7/31/2023	12 Month Position Pay 2023-23
July 1-July 31, 2023	7/31/2023	8/31/2023	11- and 12-Month Position Pay, Timesheets
August 1-August 31, 2023	8/31/2023	9/29/2023	11- and 12-Month Position Pay, Timesheets
September 1-September 30, 2023	9/29/2023	10/31/2023	11- and 12-Month Position Pay, Timesheets
October 1-October 31, 2023	10/31/2023	11/30/2023	11- and 12-Month Position Pay, Timesheets
November 1-November 30, 2023	11/30/2023	12/22/2023	11- and 12-Month Position Pay, Timesheets
December 1-December 31, 2023	12/22/2023	1/31/2024	11- and 12-Month Position Pay, Timesheets
January 1-January 31, 2024	1/31/2024	2/29/2024	11- and 12-Month Position Pay, Timesheets
February 1-February 29, 2024	2/29/2024	3/29/2024	11- and 12-Month Position Pay, Timesheets
March 1-March 31, 2024	3/29/2024	4/30/2024	11- and 12-Month Position Pay, Timesheets
April 1-April 30, 2024	4/30/2024	5/31/2024	11- and 12-Month Position Pay, Timesheets
May 1-May 31, 2024	5/31/2024	6/28/2024	11- and 12-Month Position Pay, Timesheets
June 1-June 30, 2024	6/28/2024	7/19/2024	June 2024 Timesheets

Timesheets are due to Human Resources by the date indicated above. Late receipt of timecards could potentially delay payment, this is especially important in November and December when there is a very short timeline for payroll processing.

If you have any questions regarding this schedule, please contact the Payroll Department at (707) 399-4421 or (707) 399-4424 or Scoepayroll@solanocoe.net.